

Civil Defense Agency, Office of the County Attorney, Office of the Prosecuting Attorney, and Agency on Elderly Affairs

Honorable Arthur Brun
Honorable Mason K. Chock
Honorable Mel Rapozo (*present at 10:32 a.m.*)
Honorable JoAnn A. Yukimura
Honorable Arryl Kaneshiro

Excused: Honorable Ross Kagawa
 Honorable Derek S.K. Kawakami

The Committee reconvened on April 6, 2017 at 9:00 a.m., and proceeded as follows:

Committee Chair Kaneshiro: Good morning. I would like to call back to order the Budget & Finance Committee and the Fiscal Year 2017-2018 Departmental Budget Reviews. On the schedule for today, April 6, 2017, we will be hearing from the Civil Defense Agency, now called Kaua'i Emergency Management Agency, then we will be hearing from the Office of the County Attorney, Office of the Prosecuting Attorney, and the Agency on Elderly Affairs. As we do each morning, we will take public testimony first thing in the morning. Is there anybody in the audience wishing to testify?

There being no objections, the rules were suspended to take public testimony.

There being no one present to provide testimony, the meeting was called back to order, and proceeded as follows:

Committee Chair Kaneshiro: Seeing none, we have our Civil Defense or Emergency Management Agency up. Elton. Do you have a quick presentation for us?

ELTON S. USHIO, Emergency Management Administrator: *Aloha* and good morning. Elton Ushio, Emergency Management Administrator with staff. We are glad to be here to discuss our proposed 2018 budget. As previously noted when we last came before you, we were known as Civil Defense, but due to the Charter Amendment change, we are known as the Emergency Management Agency. We have a very brief presentation for you, but as you can see what we previously submitted in Word format, we have tried our best to make continuous improvement and progress towards our very important mission and our goals. I have support staff here who can assist with any questions you might have on our budget, and working with the Mayor's Budget Team, we feel we have proposed a budget that is both fiscally and programmatically responsible. So Slide 1, Operating Budget. Slide 2, you have these figures in front of you. It is hard to see here, but if you have any questions on any of the items or the breakouts, we will be glad to address them for you as far as other required information. Changes from Fiscal Year 2017, we have itemized them for you here. The most significant item, which is an additional line item, actually occurs under here, special projects, a grant match. This is for a grant that we have not formally applied for yet, but we are seeking matching funds on a collaborative effort to install a United States Geological Survey (USGS) stream gauge at Hanakāpī'ai, which will give us an early warning of flood conditions, similar to what we have in many other watershed river systems on the island. Vacancies, none at present. We were able to fill our Plans & Operation Officer and

Grant Fiscal Specialist during the fiscal year. So we are now at six (6) personnel. That is pretty much what we had for you. We are ready to answer any questions.

Committee Chair Kaneshiro: That was a great presentation, short and to the point. I will open up for any questions on the presentation or on the budget numbers.
Councilmember Chock.

Councilmember Chock: Thank you, Elton, that is the kind of presentation I like. Regarding the grant and device we are talking about, can you explain a little bit more about how it is it will be integrated into the response system? At what point does it get activated and what occurs when it is activated?

Mr. Ushio: We have had an issue for years as you folks know very well, with numerous rescues and unfortunately, some fatalities at Hanakāpī'ai due to flooding of the river. The Fire Department is going out very frequently doing rescues out there. It is State property, but unfortunately, the County responds. So we have incurred a lot of expense and various challenges associated. We started working collaboratively with the Fire Department and the Department of Land and Natural Resources (DLNR) looking at possible solutions. So they have created a master plan for their Nā Pali area, and part of the solution that we brought to the table after discussions with other stakeholders and other partners was the possibility of installing a USGS stream gauge, similar to what is in place at various locations around the island. The best example I can give you is for Hanalei River, where if it passes this pre-determined threshold, we know within a pretty good degree of certainty that within an hour to an hour and a half, water is going to be over the highway and we are going to have to close Kūhiō Highway going to and from Hanalei. In that hour to hour and a half, we are able to get all our assets deployed, Police, Fire, Emergency Medical Services (EMS), Red Cross shelter crews, and State Highways prior to closure. For Hanakāpī'ai, Weather Service looked at statistics for rescues and they determined certain weather patterns that contribute to closure, but they said, "It would be even better if we had that early warning notification by stream gauge." Stream gauge goes in, it measures...there are two (2) types, one (1) that measures stream flow and water level, and one (1) that measures just water level. The latter is sufficient for this. It transmits information by satellite, and it can go to our staff by cell phone/smartphone notification and E-mail, and it will go to the Weather Service themselves, we could have Fire and State Parks be notified, and at least it gives a heads up that flood conditions are coming. Now, it is going to take some time for to us determine the correlation between the upstream level and what causes flooding down below, but within a year, we will have good data and be able to do that. The way it works with USGS, is it is a cost-share agreement. We felt because of our ability to apply for Hazard Mitigation Grant funds, Chelsie developed a concept proposal, not the formal proposal yet, and it was initially scored by the State's Committee as the number one priority. So if we apply, if we can come up with the match, we will be funded with a high degree of certainty.

Councilmember Chock: Okay.

Mr. Ushio: There is no formalized agreement yet, but initial discussions with Department of Land and Natural Resources, State Parks is that they would be willing to do the annual recurring costs of maintaining the gauge once installed.

Councilmember Chock: I guess from a budget standpoint, it is the response that I am really focusing on.

Mr. Ushio: Okay.

Councilmember Chock: How is this going to save us money in the long run in terms of the kind of expenditures we have incurred in the past? Is it the plan that as soon as it hits that level, that DLNR puts a gate and closes the trail?

Mr. Ushio: So what we have been doing thus far is if a flash flood warning is issued, for sure, they will close the trail. If the Weather Service advises us that the conditions developing over the next couple of days is very likely and they put us in a watch that is specific to that area, DLNR will often close the trail ahead of time. But what this will tell us is pretty much in no uncertain terms that we are going to have an issue with flooding because upstream is already high and we still have not determined the amount of advance warning. But even if it is an hour, people may already be on the trail, but the trail could be shut down and that would prevent additional people from going in, or we could have the public safety resources already on notice and people can start hiking in and warning the people to get out. We researched and have not completed that yet, but there is some possibility of an early warning system. But I do not think people would want a siren installed in the valley, but we are researching possible ways to notify Parks or even the hikers even sooner. But right now, with the lack of cellphone coverage out there, it would have to be satellite based. So we are not really pursuing that with this proposal. This one would just give us the heads up and hopefully develop procedures with State Parks to close the park immediately should the stream threshold be exceeded. A lot of times it happens overnight, so the current practice has been for State Parks to send someone in at first light to assess stream conditions to determine closure. It is a waste of time if you are taking an hour to hike in and an hour to hike out. With this device in place, that eliminates that first hour or two (2) of hikers leaving the trailhead and going in. Hopefully that would contribute to reduced costs and reduced need for rescues.

Councilmember Chock: For instance with the Hanalei Bridge and the closures that occur, do we know how much it costs us for that response every time we close it?

Mr. Ushio: We have not done a study of that for Hanalei, but if we were to look at personnel time on the County and State end, I am sure we could gather that information. The Red Cross side is volunteers.

Councilmember Chock: I am just curious. Thank you.

Committee Chair Kaneshiro: Councilmember Yukimura.

Councilmember Yukimura: Follow-up. I think it is a great idea, and congratulations for the number one grant, Chelsie. So you said that the State has agreed to take care of maintenance costs of that gauge?

Mr. Ushio: We do not have a formal agreement yet, but in our initial dialogue, they have expressed willingness for the annual recurring costs.

Councilmember Yukimura: That is part of the plan anyway?

Mr. Ushio: Yes.

Councilmember Yukimura: Do you know what the annual cost is?

Mr. Ushio: So after the initial installation, the recurring operational cost is \$15,500.

Councilmember Yukimura: A year?

Mr. Ushio: Yes.

Councilmember Yukimura: That is good if they will take it. So the \$9,375 is a one-time cost?

Mr. Ushio: One-time match.

Councilmember Yukimura: For installation?

Mr. Ushio: Yes, installation and the first year of operation.

Councilmember Yukimura: Okay. Is it a half and half, or is this...

Mr. Ushio: It is twenty-five percent (25%) match.

Councilmember Yukimura: Twenty-five percent (25%) / seventy-five percent (75%), and USGS is paying the seventy-five percent (75%)?

Mr. Ushio: So it is the Hazard Mitigation grant paying the seventy-five percent (75%), and the County paying the twenty-five percent (25%).

Councilmember Yukimura: So Hazard Mitigation is Federal funds?

Mr. Ushio: Yes.

Councilmember Yukimura: Okay. It seems like the real costs and risks to the County is if we have to do airlifts. So it would not seem to make sense with early warning, part of the response would be just putting people at least on the Kalalau side of the river to

stop people from trying to cross...well, maybe you need it on both sides. I do not know. But I just wondered what our standards for rescue are. Are we rescuing people so they can get to the airport on time? It might be an inconvenience to their schedule and whatnot, but that is what happens when you go out into the wilderness. So you just have people stay on one (1) side until the river goes down, and having somebody informed and able to work well with people, a public government official to just control that crossing.

Mr. Ushio: Well, we best defer to the Fire Department to answer what their standards and procedures are. But my understanding, if it is correct, is that in the past, they would fly in and rescue a lot of people at a time, move them across the river. But now, in our collaboration with Fire and DLNR, they have a emergency supply stashed in the valley and they will have personnel go in and just give stranded hikers access, and only in special cases would they actually do rescues.

Councilmember Yukimura: So they give stranded hikers access?

Mr. Ushio: Access to the supply stash that is locked.

Councilmember Yukimura: Oh, okay.

Mr. Ushio: So they have, I believe, water, bedding, and food.

Councilmember Yukimura: Yes. That sounds very smart because the risk of these rescues both to the person being rescued and to our Firefighters in wet, slippery, and windy conditions is not something to do lightly.

Mr. Ushio: Yes, understood and that is a large part of the reason why we have been collaborating with Fire and DLNR, and also with the Weather Service, now USGS, and State Parks in getting this implemented.

Councilmember Yukimura: Well, congratulations. It is very proactive and really appreciated. Just a related question, when I was Mayor, we had the floods and there were four (4) people who died in it. I am presuming that Anahola has a USGS gauge on it?

Mr. Ushio: So I have not memorized all the locations of the gauges, but there is actually a network of stream gauges, various locations around the island, as well as rain gauges, and any of them at certainly thresholds will alert the Weather Service and the Weather Service will contact us and/or independently issue a warning or other products for those specific areas.

Councilmember Yukimura: Well, I presume that Anahola, given the history, would be on the list, but if you could check and confirm.

Mr. Ushio: I will research that.

Councilmember Yukimura: I recall that was eighteen (18) inches of rain in six (6) hours. It was a really massive flood and it was pretty tragic. Thank you.

Committee Chair Kaneshiro: Councilmember Chock.

Councilmember Chock: Just a follow-up, Elton. In the interest of trying to increase accountability for everyone, all hikers, visitors, and locals on our trails, do you see any additional signage or warnings that would in relation to the gauge that would indicate if this indicator is on or the trail is closed, then you are at your own risk and should not be crossing the stream? I know there is a ton of signage already. I just have not seen anything specific that would help us move in that direction. I know that we have tried to start to really respond to where we are seeing people act irresponsibly.

Mr. Ushio: Councilmember Chock, those are good thoughts there. What we will do from our end is because it is a State park in our collaborative discussions with them, we will definitely bring up the issue of signage or changes in procedure having to do with future installation of the gauge, park closure, et cetera. The State partners and local partners like Fire have excellent coordination, so I am sure we will be able to implement something related.

Councilmember Chock: Thank you.

Committee Chair Kaneshiro: Councilmember Yukimura, do you have a new question or a follow-up?

Councilmember Yukimura: No, a follow-up related to this. You mentioned that the State has a Nā Pali Master Plan.

Mr. Ushio: State Parks. I do not know the exact name of that plan, Councilmember Yukimura, but we have a copy of it and I can forward that information afterwards.

Councilmember Yukimura: Thank you. I was just curious whether it is an operational plan that addresses things like rescues and things like that. If you can send that electronically, that would be good.

Mr. Ushio: Okay, will do.

Councilmember Yukimura: Thank you.

Committee Chair Kaneshiro: Are there any other questions on this Hanakāpī'ai grant? I know for me, I am kind of torn on it. I understand the need for it and the justification for it, but we are talking about us spending money on State lands for responsibilities that we do for the State. If the stream is high at Hanakāpī'ai, that is all State land, but yet we spend money on the gauge, we warn everybody, we send our Fire rescue crews out there, and then the State, I do not know. I think we have incurred the brunt of the costs when it comes to

emergency things out there. I do not know what else to say. That being said, I do understand the importance of this and I am glad we are able to find it. I am glad we are able to get a match on it, but I am kind of thinking why, what is \$10,000 for the State to pay for that gauge in the stream? Anyway, that is just my rant. Councilmember Yukimura.

Councilmember Yukimura: Just to clarify, we are responsible for emergency management whether it is on State, or County, or Federal lands?

Mr. Ushio: Yes, we are responsible for the entire County.

Councilmember Yukimura: In that sense, it is under our *kuleana*, though I agree with Budget & Finance Committee Chair Kaneshiro that the rescues are a huge County cost that is incurred by activity on State land. But this might be, in your coordinated fashion, might reduce the cost of rescues or the frequency of those mass rescues, right?

Mr. Ushio: We believe so.

Councilmember Yukimura: So in that respect, it is affecting the County's costs hopefully in the downward direction.

Committee Chair Kaneshiro: That is why I definitely see the benefit in having it. I mean, to prevent people from crossing the stream when it is not supposed to be crossed or to warn them. I do not know if we just put a marker too, somewhere over there that says if the stream is this high, then do not cross. I do not know.

Councilmember Yukimura: The thing is, those flash floods will rise. It might be this high right now, but in the next ten (10) minutes, it can wash somebody down.

Committee Chair Kaneshiro: Are there any other questions? I have a question. The Other Services Emergency Mass Notification, our costs went up. Is that based on the number of people on the notification and our costs goes up?

Mr. Ushio: Actually, what happened is we re-procured and did a multi-year contract for emergency mass notification, and the amount of the contract is \$25,000 per year. We used to have a line item budget of \$21,000, so we just corrected the number, I mean, we put in an appropriate number to reflect the annual cost.

Committee Chair Kaneshiro: Was \$25,000 always the annual cost?

Mr. Ushio: No, the annual cost was different in the past. We have a new contract almost as of a year ago, in place.

Committee Chair Kaneshiro: Councilmember Yukimura.

Councilmember Yukimura: What was the annual cost prior to this new procurement?

Mr. Ushio: I would have to look that up. I have not memorized exactly what it was.

Councilmember Yukimura: Was it a quantum difference?

Mr. Ushio: No, similar.

Councilmember Yukimura: Okay.

Mr. Ushio: Actually, I think the annual costs came down because multiple companies had applied.

Councilmember Yukimura: Okay.

Mr. Ushio: I would have to research it.

Councilmember Yukimura: That is like our financial audits. It is cheaper multi-year.

Mr. Ushio: Yes.

Councilmember Yukimura: But it is kind of par for the course.

Mr. Ushio: My recollection is we had not concluded the procurement process when we came to you last time. So that \$21,000 was an estimate of where we were going because like I said, I believe the costs came down from what it was in the past. It ended up being \$4,000 off, so this year, we are putting in the correct amount.

Councilmember Yukimura: Okay.

Committee Chair Kaneshiro: Are there any further questions? Councilmember Yukimura.

Councilmember Yukimura: This Motorola 800 MHz radio system, five (5) year, what is that contract exactly? It is on page 186.

DAVID MIYASAKI, County Telecommunications Officer: David Miyasaki, Telecommunications Officer. That is a multi-year maintenance contract with Motorola. So we did a ten (10) year multi-year contract with them to save money. We are on year five (5).

Councilmember Yukimura: And \$350,000 is an annual cost?

Mr. Miyasaki: It is an annual cost.

Councilmember Yukimura: And it is a ten (10) year, and we are in year five (5)?

Mr. Miyasaki: Right, correct.

Councilmember Yukimura: Alright. Can we talk about the 800 MHz system? I noticed in your narrative that you finished Phase III, and congratulations. I remember a few years ago when we were thinking how we are going to fund all of it, and you have done well. But there is a piece of the State *kuleana* that has not been finished.

Committee Chair Kaneshiro: What page are you on?

Councilmember Yukimura: It was on page 8 of the narrative and you mention it on page 5, too. Commence and complete Phase III, and that is finished. Oh, so is there no more phases?

Mr. Miyasaki: To upgrade the truncate the system, the radio system, it took a lot of money. That is why we split it into three (3) major phases. There are some small parts of it that still need to be completed, but it was not included in the three (3) major phases. But as far as the main system, it is fully P25 digital.

Councilmember Yukimura: Wow, and all of that interoperability and all of that has been...that is really a major accomplishment. Congratulations. I do not know if everybody understands, but this system is what ties all of the emergency response together whether it is a big emergency or a small emergency, but especially in times of major disaster, it is really critical. David knows about the very beginning of the system, which was like thirty (30) years ago when he was working for Motorola, but it has needed substantial upgrading, so that is very reassuring.

Mr. Ushio: Thank you.

Councilmember Yukimura: The State part I was referring to was the sirens. So we can get to that, unless can we talk now? Okay. That is on the bottom of page 5 and page 8. Maintain and enhance...that is regarding Goal 4. Maintain and enhance operational ready-status and efficacy of operational communications, interoperable communications, redundant voice systems, and emergency notification and warning system. So that is part of the emergency notification and warning system. What is the status now?

Mr. Ushio: So the siren upgrades have taken place in multiple phases as well. Sirens are State-owned, County-operated, and we do collaborate with them with giving them access to County-owned or managed lands. The latest phase, Phase III, which was to include I believe nine (9) additional sirens, these are the newer types that you see around the island with the composite poles. They ran into issues with their contractor, so that stalled out during the fiscal year and they have having to re-procure that portion for the Kaua'i installations. In the meantime using another source of funds, we have continued to do upgrades on older sirens. So we have older units and they have operated the control systems, and we will be trying to get to the point where in time, everything is either new or upgraded. So like this past siren test, we initially had just one (1) site fail and then

we were subsequently informed by the community that no, that siren actually works. So this past siren test, other than one (1) that is not in commission, every other siren works.

Councilmember Yukimura: Wow.

Mr. Ushio: So our end result has been a great improvement thanks to these collaborative efforts where there is much better performance on our monthly tests.

Councilmember Yukimura: Yes, that used to be a recurring issue before the Council about the sirens that were not working. So if you are down to one (1), that is very good.

Committee Chair Kaneshiro: Councilmember Chock.

Councilmember Chock: Just one (1) question. Elton, how short are you on the budget for the Emergency Operations Plan and completing that?

Mr. Ushio: Emergency Operations Plan updates, if we look at what going rates are for consultants on other jurisdictions, it has been upwards of \$100,000. That being said, our new Plans & Operations Officer is a trained professional who worked as a consultant for various different entities such as United States State Department and the State of Hawai'i Emergency Management. He assisted with the development of the Emergency Operations Plan templates for all State agencies. We have him on-staff now and he is able to help us do these incremental products that are slowly making useful progress towards doing this update internally. At some point should we be able to secure additional funds, we could do a contract for external entity, but now that we have that capability internally and trying to be fiscally responsible, we have been making progress as noted in our report.

Committee Chair Kaneshiro: Councilmember Yukimura.

Councilmember Yukimura: That is very creative and resourceful, and indication of a good manager, Elton, because when there is an obstacle, managers will often say, "I cannot do anything," but you have figured out a way to do it. It will be really useful to have somebody who is very familiar with your plan in-house. So that is good. Related to that, I am sure the plan focuses on whole community preparedness. Can you explain what that means?

Mr. Ushio: The whole community approach is a philosophy from the national level, Federal Emergency Management Agency (FEMA), in which they say it cannot only be government being the solution. So it is the Federal, State, and local governments, our private sector partners, what we call the NGOs, non-government organizations, but also our community based partners. So volunteer based organizations, organizations such as the Red Cross, the Salvation Army, and many others with whom we collaborate towards our shared goals of improved public safety, resiliency, and preparedness.

Councilmember Yukimura: That is why the Community Emergency Response Team (CERT) groups play an important role.

Mr. Ushio: CERT is an important part of that equation.

Councilmember Yukimura: And the Fire Department is taking the lead on training them.

Mr. Ushio: Yes. Fire implements the training and exercises, and secures some of the funding for it. On our end, we have grant funding that supports it, and the grant administration.

Councilmember Yukimura: And they are integrated into your planning and your response?

Mr. Ushio: They are integrated in training, exercise, planning, and we are trying to make even more improvements as the program grows so far as wider integration into operations.

Councilmember Yukimura: That is really important. I wish we had them after Hurricane 'Iniki. So I can see that we would be more prepared by having not only CERT, but that kind of integrated whole community emergency planning. I was noting your references to the Dengue/Zika response planning. I am just wanting a general description of how you do that kind of response. I have been very concerned about the Zika virus because it is just unimaginable what would happen in it were here. So I was just wondering how you are planning that response.

Mr. Ushio: With the Dengue outbreak on the Big Island, a lot of lessons were learned, and through our emergency management software system that we share, Hawai'i County was able to make available for the other emergency management agencies, their incident action plans, which fully detailed their response, what they did, what they did with the Department of Health, et cetera. We noted the lessons learned and through the Department of Health, Hawai'i Emergency Management Agency, and all of the local Emergency Management Agencies or Civil Defense Agencies Statewide, a mosquito-borne response plan was developed. On the County level, we developed what we call an Incident Action Plan using our on-island resources, subject matter experts at the Department of Health, and in coordination with our more highly trained members of Police, Fire, et cetera who do incident management through training and what we call Incident Command System (ICS). We have a local incident action plan in place as well. So the process of initial notification, what we do at each level, if there is a suspected case on island, if it is confirmed, it is jumped to the next phase when there are multiple, et cetera. In fact, Chelsie, refresh my memory. We have a mosquito borne disease exercise Monday of, not next week, but the following week, if I recall.

CHELSIE SAKAI, Grant Coordinator: Chelsea Sakai, Grant Coordinator. We are working with the Department of Health. They are hosting a tabletop exercise on a Zika

response, and that would be in May. Next week Monday, they are coming with their contractor to present to all of the stakeholders so everybody knows their part in the plan. It is just an overview meeting and later in May, they will exercise and make sure that everybody knows who is supposed to do what.

Councilmember Yukimura: Okay. I am glad you folks are planning a response in case it happens. I mean, we hope it does not ever come here. I think the question for whoever controls vectors coming into the island would be what are you doing about prevention? I do not know if you are involved in prevention. I am guessing you are mainly response if it happens.

Mr. Ushio: We are not directly involved with prevention, but we do know that State Department of Health does surveillance, and they can do some preventative measures like treatment of areas with large mosquito populations.

Councilmember Yukimura: Well, I was thinking more of identifying who might have it and stopping them from coming into the island, which gets to be a lot more difficult than getting rid of mosquito breeding areas.

Mr. Ushio: Medical detection is not really our *kuleana*.

Councilmember Yukimura: Nor is it easy for whoever responsibility it is.
Thank you.

Committee Chair Kaneshiro: Councilmember Brun.

Councilmember Brun: That was okay. I was just going to ask who does control of mosquitos. I got it.

Committee Chair Kaneshiro: Okay. Councilmember Yukimura.

Councilmember Yukimura: One (1) last question is about...

Committee Chair Kaneshiro: I am going to hold you to that.

Councilmember Yukimura: I thought it was odd that you had Incident Action Plans for lights on Rice Street and Waimea Town Parade. Can you explain what that involves?

Mr. Ushio: Basically, the Incident Action Plan for those events was a consolidated effort between all first responders involved with those events should there be an accident, or deliberate act of violence, or any kind of public safety emergency.

Councilmember Yukimura: Where there is a big crowd?

Mr. Ushio: We have all of that information there for all of the responders or leadership on-scene, contact information for everybody, quick reference information on the frequencies that they are talking on, or their backup cell numbers, nearest medical facilities, et cetera. So we just to have something in place just in case. We do the same thing for pre-impact tropical cyclone, immediate post-impact, et cetera, et cetera. It helps our team keep our skills sharp for incident accident planning, national incident management system skills, and at the same time, it helps us be prepared should something happen at those events.

Councilmember Yukimura: It is where there is a large crowd gathered and the logistics of movement and safety becomes magnified, I guess.

Mr. Ushio: Yes. So we identify certain events with a significant amount of public participation or something like those events, for example, or it could be a natural disaster or weather threat we are facing.

Councilmember Yukimura: Okay. Thank you very much.

Committee Chair Kaneshiro: Are there any further questions for the Emergency Management Agency?

Councilmember Yukimura: Yes, one (1) more.

Committee Chair Kaneshiro: Councilmember Yukimura.

Councilmember Yukimura: Waimea Intrusion Fire Alarm, there is a \$30,000 expenditure. Can you explain what that is?

Mr. Miyasaki: We have a radio site out in Waimea. That is to put in an alarm system so we can track entry and track the environmental situation with any kind of failures. So it gives us warning before the first responders notice anything. It is a monitoring system is what it is.

Councilmember Yukimura: A monitoring to monitor?

Mr. Miyasaki: The radio system, both the radio system and the building.

Councilmember Yukimura: Okay. So it is part of your...

Mr. Miyasaki: It is part of the radio system.

Councilmember Yukimura: Okay. Alright. That is equipment, so is that a one-time cost?

Mr. Miyasaki: Yes, it is a one-time cost.

Councilmember Yukimura: Thank you. Sorry, Committee Chair Kaneshiro.

Committee Chair Kaneshiro: No problem. With that, thank you. Thank you for the quick presentation, also, and answering all of the questions. We are going to move on.

Mr. Ushio: Thank you.

Committee Chair Kaneshiro: Next up, we have the Office of the County Attorney.

Office of the County Attorney

MAUNA KEA TRASK, County Attorney: *Aloha*, good morning.

Councilmember Yukimura: Good morning.

Mr. Trask: For the record, Mauna Kea Trask, County Attorney. With me to my right is First Deputy County Attorney Matthew Bracken. Thank you, Council, for the opportunity today. You have our 2018 budget presentation narrative and our PowerPoint is on the screen right now. It is relatively short. In Fiscal Year 2015, the Office of the County Attorney was asked to cut seven percent (7) from its budget. We did so, and we have come in flat thereafter. What you see here is the changes from Fiscal Year 2017 to 2018. If you look at the first two (2) elements, -01 and -05 (Account Number 001-0301-513.01-01 and -05), as well as the respective objects, those are largely fixed costs increases that the Department of Finance inputs. They are regular salaries, social security contributions, health fund contributions, retirement, et cetera. The real movement and only real movement we have done by the Office is the remaining four (4) elements, 513.24-00 Training, 513.31-00 Dues and Subscriptions, 513.43.02 Repair and Maintenance (R&M) Equipment, and 513.56-02 Per Diem, General. The changes that have been made are small. We have taken essentially, \$2,000 in total from Training, Equipment, and Per Diem; and moved it into Dues and Subscriptions. What we did is when we made the initial cut in Fiscal Year 2015, it was the first time that the Office of the County Attorney created a Litigation Unit and divided the Office for efficiency and better service. We have been kind of tweaking it a little bit to see how it goes. So the reason why we moved the Dues and Subscriptions is just to increase our ability to serve the County better. Our whole ability to advise, counsel, and represent the County is predicated upon what we know and what we can research. So Dues and Subscriptions are really important. That is the Westlaw, that is (inaudible), and the trainings. We are able to now, the legal world, you can do a lot of trainings and continuing legal education (CLEs) online. So we are taking advantage of those so we do not have to travel. We do not have the attendant expense for training and travel.

Also, two (2) other things that I am really happy about is for example, Matt Bracken has been looking at our contracts and seeing what we can get the best value of what we pay for. For instance, this past fiscal year we have better scoped our Westlaw contract and reduced our costs for that service by \$20,000 approximately, and then we used that money to

buy the first-ever electronic case management software for the Office of the County Attorney, which increases our efficiency, going paperless, and all of these initiatives. We have a ton of paper in the Office of the County Attorney, so that was really good. Also, he is such a shrewd negotiator. In order to expeditiously close the contract negotiations, we were offered sixteen (16) laptops that were conducive with and compatible with our desktops that we can use through remote access, our own computers from our homes and we can work late or we can do it from home and actually get the work at our desk, which is a great thing. Those are the kind of opportunities we are looking for and we have taken advantage of.

Next slide, this is our overtime. Like I said, we took litigation in-house, so you are going to see some overtime costs, but I want to clarify something that came up here. You are going to see a Deputy County Attorney position indicating overtime. So we identified that and of course, we do not pay Deputy County Attorneys overtime. That is actually a carry over from when a very component attorney we acquired from Council Services, was still at Council Services. So that is not Office of the County Attorney overtime pay. That was overtime pay to a position that was previously located in another Department. Then, the one that does show was, I understand \$90 for overtime related to a subpoena we got the day before it was due to respond. So we had to prep the response and then the Clerk had to work a little late necessarily to accommodate that. So with that, *mahalo*.

Committee Chair Kaneshiro: Thank you. As far as your changes, you made a net change of \$0?

Mr. Trask: Yes.

Committee Chair Kaneshiro: And then overtime, I mean, your overtime is \$3,000 for the year, so it did not raise any flags or anything. Do we have any questions from the Members? Councilmember Brun.

Councilmember Brun: Mauna Kea, I do not know if it would show up under you folks, but do we have any kind of training or anything that we can help our management to better serve the people and we can stay out of a lot of these lawsuits that we are getting?

Mr. Trask: We do. If you look in the narrative, we identify that in the Goals and Objectives on page 4, Section 6, bullet point 3, continued countywide standardization and training initiatives. Recently, we held a contract training template in this room with all of the County Department Heads and contract managers to improve those things. Personnel, we do what we can to update a lot of these things. Recently, it has been predicated...Sarah Wang does it, right? Through the Department of Human Resources (HR). We work with HR on that. The Office of the County Attorney works a lot with HR and the Department of Finance because we see ourselves collectively as really the programmatic departments. We touch everything. We service all Departments. The Department of Finance serves all Departments, HR serves all Departments, and we support all Departments. So we have kind of cultivated a good relationship with each other to provide that because you are right, preventative is way better than reactive.

Councilmember Brun: Yes. I think in the last three (3) or four (4) years we paid a lot in lawsuits. I just think working with the Department Heads and their assistants, we have to prevent a lot of that and stop the suing from happening. Thank you.

Committee Chair Kaneshiro: Councilmember Yukimura.

Councilmember Yukimura: As a follow-up, we saw really great statistics from our Equal Opportunity Office, Americans with Disabilities Act (ADA) office, with Linda.

Mr. Trask: Linda Nuland.

Councilmember Yukimura: Nuland. That is an example of the kind of preventative work that is possible.

Mr. Trask: Correct.

Councilmember Yukimura: How have we done it because there were maybe five (5) or six (6) years ago, pretty expensive sexual harassment litigation that we had to handle? Have we tracked that the indicator has gone down now? Because I know we have done a lot of training. HR has done a lot of training in that area.

Mr. Trask: Did you want to speak to that? We have not seen a lot of new cases pop-up. Matt Bracken can talk about it. He is the head of the Litigation Division.

MATTHEW M. BRACKEN, First Deputy County Attorney: We do track the cases coming in, statistics-wise, and what kind of cases they are. We do not currently have any pending sexual harassment cases. We do have employment cases. But we do track the kinds of cases coming in. We do have some statistics on that. Some of them are included in our presentation. It will show the kind of cases active and open.

Councilmember Yukimura: Some are what? I could not understand.

Mr. Bracken: There is a bar chart at the end of our written presentation that shows the open/active civil litigation cases. Those are broken down by the kind of case so you can see overall numbers, not necessarily broken down by certain case types.

Mr. Trask: These are on page 6 and 7. If you see, this is also an added benefit of our software management. You can actually use that to translate into charts, statistics reports, and all of that other thing.

Councilmember Yukimura: Okay. That is my follow-up. Thank you.

Committee Chair Kaneshiro: Are there any new questions from Councilmembers? Councilmember Yukimura.

Councilmember Yukimura: You said that you drafted an ordinance to compassionately deal with homelessness on Kaua'i. Is that something that has passed the Council and if so, could you refresh my memory what that was?

Mr. Trask: Can you tell me where that is?

Councilmember Yukimura: Page 2, number 10.

Mr. Trask: No, we have not. It obviously has not passed, but we are working on...

Councilmember Yukimura: You are working on a bill then, not an ordinance?

Mr. Trask: Yes, drafted a bill. We are working with that. It is a difficult thing to do as you know because you are dealing with constitutional issues and all of these other things. We are working with Mayor's Office, Police, and Parks to try to figure out how to deal with this issue compassionately. As you know, it is a State issue, we maintain, via the Department of Human Services, but it is a reality that we have to deal with. So when it is appropriate, but there is also case law coming out of, I think it is a Seattle case, where you can institute some real changes via policy and notice that may not necessarily require an ordinance. So we are working with those ideas prior to bringing it to Council, if necessary.

Councilmember Yukimura: Okay. It is proactive that you have identified the issue and are looking for solutions. I was just curious because it sounded like it was something we passed and I could not remember it.

Mr. Trask: I am sorry, it should have been bill.

Councilmember Yukimura: Okay. Should I continue?

Committee Chair Kaneshiro: Councilmember Chock.

Councilmember Chock: Mauna Kea, the shift in sort of how we deal with our litigation with the team that you put together. I was wondering if you have done a side-by-side cost analysis on the approach you are taking now as opposed to what we had. I am just looking at what we have here in 2014. Some of the Special Counsel costs as opposed to now, and the increasing cost of filling the teams that you made and the people. I am just trying to put it together and I do not think I am doing it fairly, but I just wanted to get a sense. I think for me, in the long-run, I think we are moving in the right direction. I just want the figures and the numbers to match up as well to say the same story.

Mr. Trask: It is definitely a difficult thing to compare because when you are dealing with billable by Deputy County Attorneys, for example, if you look at the salary breakdown, a Deputy County Attorney bills at about say \$40 to \$45 an hour, depending. When you go Special Counsel, and that is everyone from the County Attorney to

a Deputy, you look at Special Counsel, associates typically start at \$150 and partners can go up to \$400 to \$500 on the high end. You see between \$280 and \$300 is relatively normal. So you are definitely seeing a savings in that regard. Even paralegals, they bill them out at least \$125 in the private sector. But again, it is difficult to compare, truly, and also too, if you look at the decrease in litigation cost from Fiscal Year 2014 when we had to cover some previous bills, we went down from \$700,000 and we have maintained that status quo. We are not asking for more than \$300,000 this year.

Councilmember Chock: That is right.

Mr. Trask: However, it is a tenuous target. We are working with what we can to maintain that for now, but at any given time, you could see a rush of requests because recently a court made the ruling that will be before you shortly regarding that, and it will be substantial. But those are not necessarily trends. They spike. Anyone can sue, and whether or not you win is a separate question.

Councilmember Chock: Sure.

Mr. Trask: So we do the best we can, and we are happy to answer questions, but like you said, it is hard to paint an accurate picture because in one way we come in low, but then there is this spike in another, that will slant the average for the whole fiscal year.

Councilmember Chock: Yes. I guess my request is just to keep an eye on it...

Mr. Trask: Definitely.

Councilmember Chock: ...as we are trying to track, you can see even retirement contributions is \$100,000 more in the past three (3) years. So we want to make sure that we are doing what we say we are going to do...

Mr. Trask: Yes.

Councilmember Chock: ...which I do see it at least from this seat. Thank you.

Committee Chair Kaneshiro: Councilmember Yukimura.

Councilmember Yukimura: Yes. I am looking at your successes and achievements with the Litigation Unit that had handled all planning contested cases in-house. How many contested cases, of what nature, and how is this related to the newly authorized Appeals Board that is in the process of being organized, which will also be a cost? I am not sure who. I guess the Appeals Board will be in Planning Department's budget?

Mr. Trask: So if you look at page 6...

Councilmember Yukimura: Of your narrative.

Mr. Trask: Of the narrative, correct. Thank you. Litigation breakdown, this is the bottommost chart. If you look at the fifth column to the right, Pcc is the title. It says thirty-nine (39). At the time of printing of this, there already thirty-nine (39) open planning contested cases. All of these open cases are assigned to Deputy County Attorneys right now. Previously, and when I said in the narrative we took all of those cases in-house, this related to the Transient Vacation Rental (TVR) enforcement appeals, the Bed & Breakfast Homestay permit or lack of permit, permit application contested cases that we have. So it is kind of a broad umbrella, but it is everything we have now. Real quickly, initially, in August of 2014, the Office of the County Attorney contracted with Sherry Broder to represent the County in what was anticipated to be a rush of litigation. There were about eleven (11) cases that started initially. They were all given to her. It got up to about seventeen (17). In 2015, we stopped giving her new cases and starting taking the new ones in to Deputy County Attorneys in the Litigation Unit. As of December 2016, we canceled her contract and took all of the remaining or reassigned and now we are handling them all in-house. So that is what that means.

Councilmember Yukimura: How many, if any, are likely to go to an Appeals Board?

Mr. Trask: With the Zoning Board of Appeals, they are all currently, pursuant to the Charter, they are before the Planning Commission. They were before a Hearings Officer pursuant to Commission rule, but that issue is being litigated right now. So they are kind of at a standstill given a pending question. The Zoning Board of Appeals will have, once formed, the ability to hear these cases and it is just a question of venue, if the venue is going to be in front of Planning or the Zoning Board of Appeals. I believe they would largely go before the Zoning Board of Appeals, but because the Zoning Board of Appeals has not been formulated yet, and therefore they have not promulgated their rules for practice and procedure, they are not before them currently. So we would have to stock the Zoning Board with members, they would then pass their administrative rules regarding due process and hearing, and then they would shift and take effect.

Councilmember Yukimura: Whose idea was to have seven (7) members of a Zoning Board of Appeals when we could have had three (3) or even one (1), I guess?

Mr. Trask: Well, the Charter generally provides that all Charter Boards and Commissions provided for have seven (7) members unless otherwise provided for by Ordinance or Charter. I do not want to speculate, but that was the idea.

Councilmember Yukimura: But by Ordinance or Charter, we could have made it three (3).

Committee Chair Kaneshiro: We will finish up this question. I know we are kind of getting away from the budget, but Councilmember Chock did indicate that we will be

having discussion on this Board of Appeals in a Committee Meeting. So we will be able to handle a lot more of these questions.

Councilmember Yukimura: Okay. Alright. Congratulations on the contract templates. I think it is a really smart thing to do, and you folks have done it, and also on the unlimited training you are getting through Westlaw. We saw that with the Fire Department using online training where you can where there is no drop in quality of training.

Mr. Trask: Yes, and I said in the narrative, but I would like to recognize the Advice and Counsel Unit. They do so much that is not seen and updating the general terms and conditions with help of Finance and working with Finance and Information Technology (IT) with all of the contract templates. That saved so much time and energy, and expedites processing and just makes it easier. Some of our products had not been updated since the 1970s and it is not anybody's fault, it is just that you have to focus the resources there, get it done, and then move on.

Councilmember Yukimura: I think it also helps quality assurance so you make sure all elements are addressed.

Mr. Trask: Correct.

Councilmember Yukimura: Alright. Thank you.

Committee Chair Kaneshiro: Are there any further questions for Office of the County Attorney? If not, we will move on.

Mr. Trask: Thank you.

Office of the Prosecuting Attorney

Committee Chair Kaneshiro: We are going to move on to the Office of the Prosecuting Attorney. Do we have any questions for the Office of the Prosecuting Attorney, or do you want to say something briefly?

JUSTIN F. KOLLAR, Prosecuting Attorney: We will just run through our presentation really briefly. We have a short presentation.

Committee Chair Kaneshiro: Okay, got it.

Mr. Kollar: If you want to cut straight for the questions, we are okay with that, too. It is not a problem for us.

Committee Chair Kaneshiro: We can go through the presentation briefly.

Mr. Kollar: Okay. Great. *Aloha* Committee Chair Kaneshiro and you Members of Council, Justin Kollar, Prosecuting Attorney. With me, Art Williams,

Administrative Officer; Nicki Hudgins, my secretary; and then members of our staff in case there are questions that come up that require their attention. I just want to thank Council staff for moving this along expeditiously, keeping the process moving, and also thank the Mayor and his Budget Team for all of their help in moving through this process. This is my fifth budget presentation to the Council and every year, I look forward to getting it behind me. So here we go. Looking at the numbers as far as what our 2018 Fiscal Year budget request entails, again, we are not requesting any new positions. The budget ask does include several changes to existing positions, and primarily those are reflecting of reallocations of Clerical positions as they progress to the ranks from Legal Clerk I to IV. As they gain their years of experience, the positions get reallocated. So we had one (1) position go from Legal Clerk II to Legal Clerk III, and two (2) positions go from Senior Clerk to Legal Clerk I, one (1) Victim Witness Counselor (VWC) position goes from VWC I to VWC II, and then the three (3) Deputy Prosecuting Attorney (DPAs) moves at the bottom there are just reflective of changing assignments as we move staff among the different grants that we receive.

We have included an organizational chart for your easy reference as to how our staff is organized as well. As far as what the numbers look like, you can see that overall the increase from Fiscal Year 2017 to Fiscal Year 2018 is three point nine nine percent (3.99%) and the vast majority of that comes from the increase in required benefits. As you know, we have practically zero control over that at the Department level or really even at the County level as far as what happens with the benefit numbers. So we did see a slight decrease in the salary and wages overall amount, and that was primarily reflected in the fact that we had retirement of a very senior employee, and then the incoming employee will be budgeted at a much lower step rating because they will not have all of these years of service to budget for.

There is a slight increase in the utilities, and that is a reflection of an increase in a Verizon data contract. Vehicles and equipment leases practically zero (0) in previous years. This year we do have two (2) vehicle leases reflected in the budget, and that is just a product of old vehicles phasing out. There are two (2) vehicles that we repurposed from the Police Department when they surplused them. They are 2002-2003 era vehicles that have been beat to death and are really presenting safety issues for staff. So we did budget for two (2) new lease vehicles so we can put those two (2) antique vehicles out to pasture. Then, the operational increase there of \$9,900 reflects an increase in the licensing and maintenance costs for our electronic case management system. What that leads to is an overall increase of \$164,177 from Fiscal 2017, and again, a three point nine nine percent (3.99%) overall increase. If you look at what makes up the bulk of our budget, again, ninety-four percent (94%) to ninety-five percent (95%) of that is salaries, wages, and benefits, which are costs that are relatively fixed that progress from year-to-year based on collective bargaining increases. Again, we have very little control over them at the Department level.

We included a bar chart showing the Fiscal Year 2017 and 2018 comparisons for your reference there. There is a summary of variances. You can see what was budgeted in Fiscal Year 2017 and what was reflected in our departmental level submittal for Fiscal Year 2018, and what was reflected in the ultimate submittal that Mayor's team put in for Fiscal Year 2018. Most of those I covered just a few minutes ago. You can see that again, the

increase in costs primarily come under the Other Post-Employment Benefits (OPEB) line item there.

As far as actual expenditures Fiscal Year 2014 to 2016, we have included a chart there so you can see the three (3) year trend. A four point two percent (4.2%) increase from Fiscal Year 2014 to 2015, two point eight percent (2.8%) from Fiscal Year 2015 to 2016, and then obviously we are still in Fiscal Year 2017, so we do not know what the final numbers there will turn out to be. But it should be somewhere again, in the two point five percent (2.5%) to four percent (4%). Then, we see what was approved in our overall budgets, a three (3) year trend from Fiscal Year 2016 to Fiscal Year 2018. Again, we are talking low single-digit increases from previous years. Again, so you can see the lapses, I am not sure why those values did not come out on the bar chart there. But the number for Fiscal Year 2014 is \$196,630, for Fiscal Year 2015 is \$237,308, and Fiscal Year 2016 is \$265,153. Again, most of those lapses come from that OPEB line item, which I do not understand how that item is calculated, but it is typically budgeted in excess of what the actual expenditures are.

Included for Councilmember reference, a list of the contractual positions we have in our Department that are funded in part or in whole by State or Federal grants. The E-41, E-88, E-89, and E-95 are all Deputy Attorney positions for which we receive different grants. Career Criminal Prosecution (CCP) grant focus is that far right column. CCP indicates Career Criminal Prosecution. Those are funds that we receive from the State statutorily required funds to be assigned out to the Counties by the Department of the Attorney General. Department of Transportation (DOT) reflects our Department of Transportation grant for vehicular crimes prosecution and our Traffic Safety Resources Prosecutor Program. Third is the Sexual Assault grant. That is a Justice Assistance Grant (JAG) grant received the Department of the Attorney General. "DV" is the Stop Violence Against Women Act formula funded grant moneys that come from the Federal government and then are administered by the Department of the Attorney General. 284, 2814, 2825, and 2824 are all positions in our Victim Witness Unit, which are funded either in part or in full by funds we receive under the Federal Victims of Crime Act. Then, 9102 is our Processor Server position, which we fund via local JAG grants.

Currently, we have two (2) vacancies in the Department, one (1) of which is a Victim Witness Counselor II position. We had a retirement at the end of the last calendar year and we are going through the process of filling that position. Then, a Legal Clerk III position. We had one (1) Clerk who moved to the mainland, so we are in the process of filling that position. Sometimes if we have a movement that is at something higher than a trainee or a I level, we have to go through successive rounds of recruitment because first, we go out for Legal Clerk III. If we do not get any qualified applicants, then we can go out and recruit at a lower level. So sometimes it does take a little bit of time to fill those Clerical or Support positions versus the appointed staff where we have a little bit more flexibility in terms of making our hires and moving things forward there. So those are the numbers. I want to thank you all for your time and attention. I am here, happy to answer any questions that you might have.

Committee Chair Kaneshiro:

Thank you for that quick presentation.

Mr. Kollar: Sure.

Committee Chair Kaneshiro: You answered the two (2) questions I had. The two (2) variances you had was the Justware software and the vehicles. Thank you for going over those. Those were really the only changes besides salaries and benefits.

Mr. Kollar: Sure.

Committee Chair Kaneshiro: Do we have any questions from the Councilmembers? Councilmember Yukimura.

Councilmember Yukimura: Thank you, Justin.

Mr. Kollar: Thank you.

Councilmember Yukimura: Your vision is a really very well-articulated vision, which is basically a safety community and then you have the various aspects; offenders are held accountable, cases that are disposed are appropriate for offense and offender, timely and efficient administration of justice, service delivery is improved for victims and witnesses, crime is reduced, and fear of crime is reduced. That is a very worthy vision. My interest is in how and whether the vision is being achieved. I would love to see some indicators by which we are able to measure. So I do not know. I am guessing that somewhere in this Country or maybe the State, there is a Prosecuting Attorney's Office that is measuring this. I was wondering if you might, maybe for the next budget, choose some indicators and help us see. I guess the easiest one maybe is crime is reduced. We have, I guess, statistics showing crime rates of various burglaries and felonies. That would be really helpful. I think there is a danger in just going year-to-year, so looking at trends is probably important. Fear of crime is much harder to measure, but I am sure there is a way to measure that. There is a very well-used survey that is done of high schoolers nationwide, and they measure all kinds of things, including drug use, but also the emotional/social wellness of kids, and there must be some indicators in the community. It could be connected to the General Plan update, but that would be really interesting to see, since it is your goal.

Mr. Kollar: Absolutely. In putting together our vision statement and our mission statement, we looked closely at the materials and the literature from the National District Attorneys Association, and basically called those values from their model of what they think are appropriate performance measures and metrics for the Office of the Prosecuting Attorney. You are exactly right that measuring the level of fear in the community, that is the toughest one to articulate because the other things we can pull. Like the County Attorneys, we have our case management system and we can generate statistical information out of that going back to Fiscal Year 2015 was the first year we really implanted it in terms of how many cases, different types of cases, what the dispositions were, and how they were affected. So if there are particular areas that you are interested in, you can always send those over and we can do our best to generate statistical reports on that. As far as the Statewide crime numbers and Countywide crime numbers, the Attorney General's Office issued a report several months ago and it did receive some media attention here, that did

show very encouraging trends on Kaua'i specifically and in greater Hawai'i in terms of actual crime trends, not just in our County from year-to-year, but also Statewide indicating that the numbers with a couple of discreet exceptions have been moving in the right direction. But we have some ability in our case management system to really drill in and generate reports concerning different focus areas and different outcomes.

Councilmember Yukimura: Well, yes.

Mr. Kollar: We are always happy to do that.

Councilmember Yukimura: If it is your goal, then you would be wanting to see how you are doing.

Mr. Kollar: We regularly do that internally, correct.

Councilmember Yukimura: It would be important to share with us because it also helps to fight myths because there are politicians who say everybody is fearful, crime rates are rising, crime is terrible in certain areas, and so forth; and there is no factual basis for that.

Mr. Kollar: Absolutely.

Councilmember Yukimura: But that will spread...what is it called? False facts?

Committee Chair Kaneshiro: Misinformation.

Councilmember Yukimura: False news.

Mr. Kollar: Fake news, yes. Well, statistics are always prone to manipulation depending on which version of the truth you are supporting. The numbers, you are exactly right. The numbers themselves do not lie. The numbers do show that Kaua'i is a remarkably safe place to live, work and raise a family although we certainly do have our problems. We have a terrible drug problem in the community, we have a domestic violence (dv) problem in the community, and we have issues that we certainly need to work on. You are exactly right, sharing the information can only help point us in the right direction, not just as a County, but as a community.

Councilmember Yukimura: Thank you. That would be great. The statistics will also show where we have to focus our energies. If there is a rising trend in certain areas, then that takes some proactive action. So in all of those ways, I think some statistics or some indicators would really help us in understanding what your Office is doing, and it would help the community understand how the community is doing.

Mr. Kollar: Sure.

Councilmember Yukimura: Okay. Great.

Committee Chair Kaneshiro: To Justin's credit, I think in the past budget presentations, Justin would provide a ton of slides on trends and statistics. This budget, we asked that we focus mainly on the budget numbers and budget items. If we did want to look at trends and statistics, then that might be better to be in a Committee Meeting where he can provide all of these trends analyses and we can ask him questions on that.

Councilmember Yukimura: Well, I am hoping and I feel like with the Administration Budget Team, we are moving in the direction of performance based budgeting, and so including performance statistics, to me, is an important part of the budget. I do not want to see pages and pages of statistics that are not well-integrated, but one (1) or two (2) pages, even five (5) indicators and just show where we are with those five (5) indicators would be much more helpful than a whole bunch of the statistics. I am talking actually about all of the Departments. I was very impressed with our Auto Shop when they showed time for repairs, they were tracking that, they had goals, and they could show us whether they were achieving the goals or not. So I agree with you, Committee Chair Kaneshiro, that we need to limit the focus on statistics, but I feel like a few well-picked statistics would be integral to the budget process.

Mr. Kollar: Sure. We will continue to focus on whatever guidance we receive from the Council and from the Budget Team as far as what is appropriate to include. We are happy to do that.

Councilmember Yukimura: Okay. Do not look to us for guidance. I want you to figure out what the best indicators are.

Mr. Kollar: Okay, you got it.

Councilmember Yukimura: We are not the experts. But with your peer networks and so forth, like you did in creating your vision statement.

Mr. Kollar: Sure.

Councilmember Yukimura: Maybe it is out there.

Mr. Kollar: Can do.

Councilmember Yukimura: Thank you very much.

Mr. Kollar: Thank you.

Committee Chair Kaneshiro: Are there any further questions for the Office of the Prosecuting Attorney? If not, thank you again.

Mr. Kollar: Thank you very much.

Committee Chair Kaneshiro: Next up, we have the Agency on Elderly Affairs.

Agency on Elderly Affairs

Committee Chair Kaneshiro: Kealoha, do you have a quick presentation?

LUDVINA KEALOHA TAKAHASHI, Executive on Again: Yes.

Committee Chair Kaneshiro: Okay. One second, we will take a quick recess.
We do not have a quorum right now.

There being no objections, the Committee recessed at 10:18 a.m.

The Committee reconvened at 10:19 a.m., and proceeded as follows:

Committee Chair Kaneshiro: We are back. We have Kealoha from the Agency on Elderly Affairs. We will go through your quick presentation.

Ms. Takahashi: Thank you. Kealoha Takahashi, Agency on Elderly Affairs. Before I do my presentation, I have a correction to make on one of my appendices, Appendix 2. Scott passed those out. We failed to include the yellow highlighted number of elderly on the island is 17,414. My operating budget will be a quick one. If you refer to my presentation on page 7, here, I am showing the comparison between the years from 2014.

Councilmember Yukimura: Are you talking about your narrative?

Ms. Takahashi: Yes.

Councilmember Yukimura: That you previously submitted?

Ms. Takahashi: Yes. It would indicate the type of changes from 2017 to 2018. Just two (2) changes, salaries, like all the other Departments. Salary and wages, and then we had vehicle fee increase. So the amounts vary. Total changes is \$37,233 in the budget. We have four (4) vacant positions. I am happy to say that we hired a Community Service Worker, and that employee will be starting April 17th. We have in recruitment for Program Specialist II and a Departmental Accounting Technician that was posted on March 28th. So we are really happy that is moving on really quickly to get names. We have one (1) reallocated position, Position No. 146, Program Specialist II to Program Coordinator. This is Program Support Technician. It was due to weekend community outreach events, maintenance of client records. Currently, that position is temporary assignment (TA) for Position No. 148, which retired December 31, 2016. The other overtime is with the Program Coordinator. Overtime was due to after work hours during an interim period without a Departmental Accounting Technician. Position No. 148 is currently vacant. That employee retired December 2016 and selected to be paid overtime rather than compensatory time. The last one is the Program Coordinator. This position does new instructor training. It is a day and a half and it is held over the weekend, which is preferable

for meeting days for instructors because they have regular work days during the week. So it was easy for them to meet over the weekends. The Program Coordinator also does Temporary Assignment to Position No. 135. This position conducted six (6) Lihue Diabetes Self-Management Program Workshops. This was done after working hours with the National Kidney Foundation. That is it. Thank you.

Committee Chair Kaneshiro: Are there any questions on the presentation?
Councilmember Yukimura.

Councilmember Yukimura: Could I see the first slide on positions?

Ms. Takahashi: Sure.

Councilmember Yukimura: Oh, it is here. It is just not listed where you did your vacant position listing. So that Program Specialist II that was vacant from 12/31/14, what are you doing with that one? Are you reallocating that?

Ms. Takahashi: No.

Committee Chair Kaneshiro: It is dollar-funded right now.

Ms. Takahashi: No, Position No. 135 is dollar-funded.

Councilmember Yukimura: But it has been vacant for a year and a half, year and three (3) months or something. What are your plans for that?

Ms. Takahashi: For which position? Position No. 135?

Councilmember Yukimura: Yes, two (2) years. Excuse me.

Ms. Takahashi: I really have not thought about how we will be addressing that.

Councilmember Yukimura: Is it something that you need, but you have kept out to reduce your budget? How is that work being done now or is it just going undone?

Ms. Takahashi: That work is being done by the Program Coordinator, and that 9558 is TAing for that position.

Councilmember Yukimura: Is what? TAing?

Ms. Takahashi: Yes.

Councilmember Yukimura: Is that causing a lot of overtime?

Ms. Takahashi: Just for the one (1) incident when that position had to conduct workshops after hours with the National Kidney Foundation.

Councilmember Yukimura: So Position No. 137 is your Program Coordinator, fifty percent (50%). Is that the Program Coordinator? You are talking about who is doing the work of the position that is dollar-funded?

Ms. Takahashi: Position No. 137 is really our Program Coordinator for Retired and Senior Volunteer Program (RSVP) Director.

Councilmember Yukimura: Oh, okay. When you said the person that is doing this work for Program Specialist II, you were...

Ms. Takahashi: It is also our Program Coordinator. That is for the enhanced fitness, and that position does our workshops.

Councilmember Yukimura: And that is 9558?

Ms. Takahashi: Yes, that is correct.

Councilmember Yukimura: That is shown at \$21,000. Is that an employee, or contract position, or is that just a partial salary?

Committee Chair Kaneshiro: What position are you talking about, Councilmember Yukimura?

Councilmember Yukimura: Program Coordinator. Oh, excuse me.

Committee Chair Kaneshiro: It is fully funded by another source.

Councilmember Yukimura: Oh, okay. So they are the ones that are doing the work of this Program Specialist II that is dollar-funded. Is there a reason to keep it dollar-funded?

Committee Chair Kaneshiro: What are you talking about?

Councilmember Yukimura: Position No. 135.

Committee Chair Kaneshiro: Position 135.

Ms. Takahashi: Certainly we would like to hire, but right at this moment, I do not have any plans on how to proceed.

Councilmember Yukimura: Is that because you cannot find somebody or you just cut it out? I mean, right now the one hundred percent (100%) funded from other sources,

Kidney Program Coordinator, is doing the work. But if that position should disappear, then you will need this one. I am just trying to understand.

Ms. Takahashi: Yes.

Councilmember Yukimura: Okay. Thank you.

Committee Chair Kaneshiro: I have a question on Position No. 139, the Community Service Worker that was recently hired or is going to be recently hired.

Ms. Takahashi: Yes.

Committee Chair Kaneshiro: It is fifty percent (50%) funded right now. Is that number going to increase in the supplemental budget?

Ms. Takahashi: No.

Committee Chair Kaneshiro: We pay fifty percent (50%) and we get fifty percent (50%) from another source?

Ms. Takahashi: And that grants pay for it, yes.

Committee Chair Kaneshiro: Okay. So we funded it one hundred percent (100%) of whatever it would be for the year anyway, right?

Ms. Takahashi: Yes.

Committee Chair Kaneshiro: Okay, got it. Are there any further questions?

Councilmember Yukimura: Yes.

Committee Chair Kaneshiro: Councilmember Yukimura.

Councilmember Yukimura: I think both Committee Chair Kaneshiro and I raised some issues about the legal services rendered to the elderly under your contract. I just wondered if there had been any steps taken to do quality assurance checks to see if the seniors are getting the service they need.

Ms. Takahashi: We are in the process of conducting surveys. So I am checking to see if Legal Aid was included as one of them.

Councilmember Yukimura: That is a good idea.

Ms. Takahashi: We have...

Councilmember Yukimura: Go ahead.

Ms. Takahashi: In my Appendix 1, part of the surveys, and I am just checking. We have not yet, so I am sure we are in the process. I would need to check where we are with that with the legal services. But we have provided surveys for our home delivered meals, congregate meals, homemaker, personal care, and transportation.

Councilmember Yukimura: These are surveys that you seek feedback from the people being served?

Ms. Takahashi: Yes.

Councilmember Yukimura: That is really good that you are checking yourselves, kind of, by seeing how the constituents are feeling about the services. The thing with Legal Aid is how would you find out about the people who have been turned away? Because that is one of the complaints that "I have gone and I cannot get the services."

Ms. Takahashi: I can get that information from the provider and see what the reasons are.

Councilmember Yukimura: Oh, because they have to track who has been turned away?

Ms. Takahashi: Yes.

Councilmember Yukimura: Oh, that is excellent. Okay. That means that you have a means to check. Thank you. I would appreciate if you could do that.

Ms. Takahashi: Okay, will do.

Councilmember Yukimura: Do you have the results of those surveys that you have already done?

Ms. Takahashi: It is included in your Appendix 1.

Councilmember Yukimura: Okay. What do you mean when you say "Appendix 1"?

Ms. Takahashi: It is an attachment.

Councilmember Yukimura: Oh, I see. Appendix 2 and Appendix 1. It is in Appendix 1?

Ms. Takahashi: Goal 4. Sorry, I did not number these appendices.

Councilmember Yukimura: Sorry?

Ms. Takahashi: It is the third page, and the goal explains the response that we got from the surveys.

Councilmember Yukimura: Okay. I see that, yes. You have eighty-eight percent (88%) satisfaction rate for congregate meals, ninety-three percent (93%) satisfaction rate with homemakers services, one hundred percent (100%) satisfied with personal care, and ninety-three percent (93%) satisfied with transportation. Then, you break it down between very satisfied and somewhat satisfied in all of the indicators. Okay. Thank you. That is a really good practice. So kudos to the Agency on Elderly Affairs for doing that. It would be interesting to see what would happen if we did that with a lot of other County services. Thank you.

Committee Chair Kaneshiro: Are there any further questions for the Agency on Elderly Affairs? I have a question on the vehicle lease. That is a vehicle you folks use one hundred percent (100%) of the time, or would we be able to not have that vehicle and then use the Motor Pool vehicles?

Ms. Takahashi: That would be purchased with County funds, so it would be placed in the Motor Pool. We have five (5) staff, actually eight (8) of them that would require use of the vehicles. So they use it on a daily basis, and for those that will be also using the Motor Pool as well.

Committee Chair Kaneshiro: So that vehicle is going into the Motor Pool?

Ms. Takahashi: Yes.

Committee Chair Kaneshiro: Okay. Councilmember Yukimura.

Councilmember Yukimura: I have a follow-up. How many vehicles do you...oh, right now, your staff all depend on the Motor Pool?

Ms. Takahashi: Right now...

Councilmember Yukimura: How many cars do you have exclusive use for Agency on Elderly Affairs and how many are in the Motor Pool?

Ms. Takahashi: We have three (3) used exclusively for Elderly because it is paid with grant funding, and two (2) will be in the Motor Pool.

Councilmember Yukimura: I see. Okay. So the County funded the ones going to the Motor Pool?

Ms. Takahashi: Yes.

Councilmember Yukimura: Thank you.

Committee Chair Kaneshiro: Are there any further questions for the Agency on Elderly Affairs? No? If not, the Agency on Elderly Affairs is the last Department we have on our list today. With that, thank you, Kealoha.

Ms. Takahashi: Thank you.

Committee Chair Kaneshiro: Thank you for being here and answering the questions. At this time, I would like to recess the Departmental Budget Reviews. We will reconvene at 9:00 a.m. on Friday, April 7, 2017 where we will hear from the Planning Department, Transportation Agency, Housing Agency, and the Department of Liquor Control.

There being no objections, the Committee recessed at 10:35 a.m.